

**Smith County Plan
Substance Abuse and Crime Prevention Act of 2000**

County Name: Smith County

Date Plan Prepared: June 11, 2001

Prepared by:

Shelly Jones, Director
Department of Alcohol and Drug Abuse Services

Certification: *This plan was approved by the County Board of Supervisors, or its designated delegated approval authority representative, as attested to by the Board of Supervisors action item attached hereto and incorporated by this reference.*

Name of County Lead Agency Director: Shelly Jones

Title: Director, Smith County Department of Alcohol and Drug Abuse Services

Signature: _____

Date: _____

**This plan is submitted pursuant to Section 9515, Title 9,
of the California Code of Regulations (CCR).**

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Board of Supervisors Approval

1. If there has been a change in lead agency designation, attach a copy of the County Board of Supervisors resolution, minutes, order, motion or ordinance that identifies the lead county agency responsible for the administration funds. **Reference: Section 9515(b)(1)(A), Title 9, California Code of Regulations**

Not applicable. The Smith County Department of Alcohol and Drug Abuse Services (DADAS) remains the county lead agency.

2. Attach a copy of the County Board of Supervisors resolution, minutes, order, motion, or ordinance approving the plan or a copy of a written delegation of approval authority to the county lead agency from the County Board of Supervisors. **Reference: Section 9515(b)(3)**

The Smith County Board of Supervisors approved the plan for submission on May 15, 2001. A copy of the Board resolution is attached. (See Attachment A.)

Service Coordination and Collaboration

1. Provide a brief narrative describing how county services for SACPA clients are coordinated. Include the collaborative process used to identify the services contained in the county plan. **Reference: Section 9515(b)(2)(A)**

The Smith County Steering Committee for the Substance Abuse and Crime Prevention Act of 2000 (SACPA) was established to provide support and assistance to DADAS in developing and implementing SACPA requirements. The Committee is co-chaired by the Director, DADAS, and the Presiding Judge for Smith County. (See No. 2 for a list of participants.)

At the first meeting on December 11, 2000, the committee elected a chair and secretary, developed a meeting schedule, discussed requirements, and agreed upon a collaborative process to be used in planning county services. At the following meeting on January 10, 2001, DADAS distributed a description of services currently provided by the county and a list of SACPA service requirements. This information was used to compare existing services to required services, identify gaps, discuss strategies for meeting SACPA requirements, and develop recommendations. At subsequent meetings continuing through April 2001, the Steering Committee developed preliminary plans which addressed service needs and how they could be met, including treatment services, vocational training, literacy training, family counseling, mental health, public health, and other related services. The Committee reviewed projected clients and capacity, the assessment and referral process, the role of other county and local agencies, and a proposed funding plan. DADAS prepared and submitted the final proposal to committee members for review and comment. At the April 25, 2001, meeting, the Committee approved the plan and recommended approval to the Smith County Board of Supervisors. All committee meetings have been open to the public.

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The Steering Committee will meet on a monthly basis through December 2001 to provide a forum for ongoing collaboration and coordination of SACPA services. The meetings will update the Steering Committee about SACPA implementation, seek input related to ongoing issues from committee members, and continue refinement of the county plan.

As the lead county agency, DADAS will be responsible for coordinating services to clients under SACPA and for establishing and maintaining communication with other agencies providing services to these clients.

2. Identify the entities participating in the development of the county plan. **Reference: Section 9515(b)(2)(A)**

Representatives of the following entities participated in the development of this plan:

County Executive Office
Smith County Department of Alcohol and Drug Abuse Services
Department of Probation, Smith County
Presiding Judge, Smith County Superior Court
Board of Prison Terms
Parole and Community Services Division, California Department of Corrections
Superintendent of Schools, Smith County
City of Great View
City of Ferrington
District Attorney's Office, Smith County
Smith County Sheriff's Department
Chief of Police, City of Middleton
Division of Mental Health, Department of Public Health, Smith County
Division of Family Services, Department of Human Services, Smith County
Division of Vocational Rehabilitation, Department of Human Services
Council on Alcohol and Drug Abuse
ABC Behavioral Health, Inc., City of Ferrington
Upper Hills Addictions Center, City of Great View
Stevens High School, City of Middleton

3. Did formulation of the county plan include input from federally recognized American Indian Tribe(s) located within your county or their representatives? **Reference: Section 9515(b)(2)**

 X Yes
 No

The Steering Committee offered tribal groups an opportunity to provide input regarding how services affecting Native Americans would be coordinated and provided in the county. The Tribal Council Secretary of the Maidu Indians of California provided an issue paper. Additional representatives for tribes not federally recognized but impacted by SACPA were asked to provide, and submitted, their concerns. The tribes' input was addressed by the Steering Committee in developing the county plan.

4. Did formulation of the county plan include input from impacted community parties?
Reference: Section 9515(b)(2)

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 X Yes
 No

The Steering Committee notified community agencies that may be affected by SACPA implementation to provide input regarding how services would be coordinated and provided in the county. The following community groups provided letters or issue papers that were considered by the Steering Committee in developing the plan:

Executive Director, Community Business Development Group, City of Ferrington
Secretary, Mayor's Citizens Council on Substance Abuse, City of Middleton
Chair, County Planning Commission
Professor, School of Addictive Behaviors, Ocean State College
Multicultural Coalition for Drug-Free Communities

5. Please provide a brief narrative here describing how the county will provide and fund services to SACPA clients. **References: CCR, Title 9, Section 9515(b)(2)(B); PC 1201.1; PC 3063.1(c).**

Please see the Smith County SACPA Case Processing Flowchart (Attachment B.)

Provision of Services upon Arrest. Following an arrest, the District Attorney will determine what charges to file. If the offender is convicted under the provisions of SACPA, the court will issue a sentencing order and the offender will be referred to a joint assessment process. Pursuant to Penal Code Section 1210.1(c), the probation officer will notify DADAS within seven days of an order imposing probation under the provisions of SACPA. The probation officer will contact the client and make an appointment for assessment and referral to treatment. Probation will conduct a risk assessment to determine the appropriate level of supervision and a DADAS addiction specialist will conduct a treatment assessment. Clients will be informed as to which site and date they are to appear. Once the assessments are completed, the probation officer in conjunction with DADAS will refer the client to the drug treatment program.

SACPA clients will be provided the name, telephone number, and location of the treatment program, as well as the date and time of the initial appointment with the agency or treatment provider. This initial appointment will be within 10 working days of the assessment with the probation officer and addiction specialist. The addiction specialist will contact the client within 24-48 hours of the appointment to remind them of the appointment and verify the treatment provider. Within 30 days of receiving notice from the probation department, the drug treatment program will conduct an assessment and forward a treatment plan to the probation department (Penal Code Section 1210.1(c)). All clients will receive individualized treatment plans based on their assessed needs for treatment services.

The treatment program will track the offender's progress through treatment, provide quarterly progress reports pursuant to Penal Code Section 1201.1(c), and notify the referring probation officer when treatment and needed aftercare are completed. At the end of probation and treatment, the offender petitions the court for dismissal. If the court finds treatment successfully completed, the conviction may be set aside. The treatment program

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will report to the probation officer any violation of probation under SACPA. For a first or second violation, the offender will be re-assessed to determine if the offender is a danger to him/herself or others or is unamenable to treatment; or whether the offender requires more intensive treatment and restrictions. If the offender fails treatment or commits an offense leading to revocation of probation, the offender is sentenced under pre-existing law, which provides for jail or state prison time.

Provision of Services upon Violation of Parole. Parole violators will be screened by the Board of Prison Terms (BPT), based on a report from the parole agent, to determine the violator's eligibility for services under the provisions of SACPA. If a violator is eligible, BPT will issue a Special Condition Treatment Order. Parolees who accept the order will immediately be referred to DADAS for treatment assessment within seven days pursuant to Penal Code Section 3063.1(c). BPT will conduct an initial face-to-face hearing, attended by the parole agent, to confirm the treatment referral. Within 30 days, the treatment provider will submit the treatment plan to BPT. BPT will conduct a second hearing to adopt the treatment plan and make any necessary changes to the conditions of parole. The treatment provider will monitor progress in treatment and provide quarterly progress reports pursuant to Penal Code Section 3063.1(c) and submit recommendations for required program modifications or reports on violation behavior as needed. Copies of reports will go to both BPT and the parole agent. At completion of treatment, the treatment provider will notify BPT. Day-to-day supervision of parolees is provided by the parole agent. Parolees who do not accept treatment or who fail treatment would be returned to prison or be subject to other sanctions.

DADAS Service System and Coordination. DADAS currently contracts with private (both not-for-profit and for-profit) entities to provide substance abuse treatment services. The county does not provide any direct services. DADAS will continue this approach to providing treatment for SACPA clients. DADAS acts as the contract monitor and provides general oversight and support to funded programs. DADAS will hire two new staff to provide centralized intake and referral and track SACPA clients. These individuals will work directly for DADAS and report to the Treatment Services Director.

Each agency/program will be required to report the following:

- number, types, and frequency of services being provided by the agency/program;
- number, types, and frequency of referrals to other agencies/programs;
- number and types of discharges from the agency/program; and
- number and types of follow-up contact (if any).

This will allow DADAS to monitor services being delivered to SACPA clients to help insure that services are being coordinated effectively. Specific activities related to service coordination that will be done by DADAS staff include:

- review of a random sample of client records to insure that service needs are being met through the treatment program;
- review of all regular reports submitted by contract providers that will describe the number, types, and frequency of services provided;
- random interviews with treatment staff about SACPA client services; and
- administration and review of client satisfaction surveys.

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Funding. In order to enhance the continuum of care within the county and expand capacity, SACPA funds have primarily been used to develop programs and services of two treatment providers. These providers have the facilities, and have expressed a desire, to provide and increase treatment services, which meet SACPA requirements and work closely with other county agencies, particularly law enforcement. These providers intend to increase the size of their staff to provide services to a larger number of clients.

Funds have also been allocated to other county agencies based on their anticipated costs for additional services and service development. For example, the Smith County Superintendent of Schools has been funded at \$100 per client (approximately 50 clients) to provide a six-week literacy training program. Funds have been allocated to the County Office of Education as well as the Department of Public Health, Division of Mental Health and Division of Family Services. Funds have also been allocated to the Probation Department based on projections that one additional staff position will be necessary to provide supervision to an increased number of probationers.

Smith County's complete fiscal data has been submitted via ADP's automated SACPA Reporting Information System.

6. What services are available to SACPA clients under the county plan?

Treatment Services. Currently DADAS funds a wide variety of treatment programs, including inpatient detoxification, non-residential detoxification, methadone maintenance, intensive outpatient, aftercare programs, drop-in groups, and other services. Services are limited to 12 months of treatment and six months of aftercare [Penal Code Sections 1210.1(c)(3) and 3063.1(c)(3)].

Effective treatment is best achieved through services matched to client needs, level of functioning, need for structure and supervision, and risk management. Research has demonstrated that the single most predictive factor of successful completion of treatment is adequate time in treatment. Services and placement structure and supervision will be assessed as described in response to Question 9 of this plan describing the assessment, placement, and referral processes.

The following levels indicate approximate duration of treatment for planning purposes but do not indicate the maximum length of stay available under the program and SACPA. Treatment providers will reassess clients at regular intervals to determine if the level of care being received is appropriate. Clients will be moved through the continuum of care as appropriate.

Detoxification. Detoxification intervention will be used for clients in need of stabilization prior to placement in a level of treatment.

Level I. Level I is a three-month program consisting of intake and assessment, twelve weeks of group education, a minimum of one individual counseling session per month, additional services, and case management. There are four agencies that can provide Level I services.

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Level II. Level II is a six-month program consisting of intake and assessment, 12 weeks of group education, 10 weeks of group treatment, individual counseling 2 - 4 times per month, additional services, and case management. There are two agencies that can provide Level II services.

Level III. Level III is a 3 - 12 month program consisting of intensive treatment services, residential treatment from 30 - 90 days, outpatient day treatment from 60 - 90 days, and individualized treatment-related services such as perinatal services, mental health, etc. After receiving intensive treatment service for 30 – 90 days, the client will be reassessed and, if appropriate, placed in less intensive outpatient services. There is one agency funded at this time that can provide Level III services. Services include residential treatment, day treatment/partial hospitalization, methadone detoxification and maintenance, group treatment and counseling, and individual treatment and counseling.

Aftercare. All agencies providing treatment services will provide aftercare of 1 - 6 months after discharge as needed. Aftercare will focus on relapse prevention and intervention based on individual client need and will typically consist of weekly group sessions (peer support groups) and a minimum of one individual counseling session.

Additional services will be provided as needed by the client pursuant to assessment conducted by the treatment program. These services will include literacy training, vocational education, and family counseling. Clients will also be referred for other needed services, such as employment counseling, mental health, and public health. Some of these services are directly funded with SACPA funds while other services will be accessed through existing service systems (e.g., public health services) or through SACPA-funded contracts with other agencies.

7. Will drug testing be required for SACPA clients in your county jurisdiction? **Reference: Section 9530(i)**

 X Yes (If yes, how are the costs associated with this requirement funded?)
 No

Testing costs will be paid by the Smith County Probation Department, clients (based on ability to pay), and funds available under the Substance Abuse Prevention and Treatment Block Grant. SACPA funds will not be used for drug testing.

8. Identify the entity(ies) responsible for determining a client's level of need for, placement in, and referral to drug treatment and other services in your county. **Reference: Section 9515(b)(2)(C)**

As the county lead agency, DADAS will conduct the initial treatment assessment and determine a client's level of need for, placement in, and referral to treatment. The treatment provider will conduct additional assessments and determine the client's need for additional services.

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9. Describe the process(es) used by the(se) entity(ies) to determine a client's level of need for, placement in, and referral to drug treatment and other services in your county. **Reference: Section 9515(b)(2)(C)**

A DADAS addiction specialist will assess a client's level of need for, and placement in, drug treatment using the Addiction Severity Index (ASI) or the American Society of Addiction Medicine Patient Placement Criteria (ASAM). These processes are familiar to providers and professionals, since they are already in use by all treatment providers receiving county funds. The assessment will provide the addiction specialist with all of the information necessary to make a placement decision and an appropriate treatment referral.

Assessments will be conducted three days a week at rotating selected sites. Two additional staff, one full-time and one half-time, will be hired to conduct intake assessment, referral, and placement of individuals referred by probation. The staff will work as needed on a rotating basis at the Probation Office one day a week. On two other days weekly, DADAS staff along with a Probation Officer will conduct assessments at two other geographically diverse sites. The co-location of probation and DADAS staff will allow quick access to eligible clients referred for services and help promote and maintain collaborative relationships. Addiction specialists will also coordinate with the Board of Prison Terms to conduct intake assessments for parolees. The DADAS Treatment Services Director will supervise all addiction specialists.

At the client's initial appointment with the treatment provider, additional information (e.g., demographic data) will be collected, additional assessment tools administered, and a determination of what, if any, additional services supplemental to treatment are required. Clients will start treatment within five working days of this initial appointment. The assessment process will include a determination about the presence of mental health and/or emotional services, and associated need for services. Within seven working days of starting treatment, the program staff will develop, in collaboration with the client, a treatment plan. The treatment provider will forward a copy of the treatment plan to the referring probation officer or the parole authority within 30 days of the referral.

The treatment or service provider where the client is referred will be responsible for coordinating all services, whether the services are offered by that particular agency or provider or by another. If needed services are not offered by the agency/program and require referral to another entity (e.g., vocational education, mental health, literacy training, counseling, etc.), the referral agency/program will provide intensive case management support to insure that the client is receiving needed services.

Excess Funds

10. How does the county plan on spending excess funds? **Reference: Section 9515(b)(2)(D)**
- a) Identify the amount of excess funds the county requests to rollover from Fiscal Year (FY) 2000-01 into FY 2001-02.

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An estimated \$43,248 in excess funds will be carried forward from FY 2000-01 into FY 2001-02. This is the amount the County Fiscal Officer determined was not encumbered as of May 1, 2001. A final determination of excess funds for FY 2000-2001 will be made at time of submission of the Annual Financial Status Report Form (ADP Form 10096). The county plan will be amended to reflect the actual amount of excess funds.

- b) Specify the planned use of the excess funds identified for rollover. **Reference: Section 11999.13 of the Health and Safety Code**

The County will use 100 percent of the FY 2000-01 excess funds to provide and expand drug treatment services. This amount is expected to go to one or more of the largest substance abuse treatment providers that contract with the county to provide treatment services.

Attachment A – Smith County Board of Supervisors Resolution
Attachment B – Smith County SACPA Case Processing Flowchart

BOARD OF SUPERVISORS, COUNTY OF SMITH, STATE OF CALIFORNIA
Resolution 2001-123

RESOLUTION APPROVING COUNTY PLAN
FOR THE SUBSTANCE ABUSE AND CRIME PREVENTION ACT OF 2000
BETWEEN SMITH COUNTY AND
THE DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS
STATE OF CALIFORNIA
FOR FISCAL YEAR 2001-2002

Be it resolved that the Smith County Board of Supervisors hereby:

Approves the county plan for the implementation of the Substance Abuse and Crime Prevention Act of 2000 completed pursuant to §9515, Title 9, California Code of Regulations, by the Smith County Department of Alcohol and Drug Abuse Services; and

Assures that the County of Smith shall comply with the provisions of the Substance Abuse and Crime Prevention Act of 2000 and the California Code of Regulations, Division 4, Chapter 2.5; and

Assures that the County of Smith has established and maintains a trust fund; and

Assures that the County of Smith shall deposit all funds received into that trust fund.

Be it further resolved that the Board of Supervisors of the County of Smith hereby authorizes the Chair to sign said county plan and authorizes the Director, Department of Alcohol and Drug Abuse Services, to sign any necessary updates to said plan on behalf of the County of Smith.

This resolution was passed and adopted by the Board of Supervisors of the County of Smith at a regular meeting hereof on the 14th day of May, 2001, by the following vote:

AYES: Supervisors Jones, Brown, Nelson, Green, and White

NOES: None.

ABSENT OR NOT VOTING: None.

ATTEST:
MARY M. MARTIN
Clerk of the Board of Supervisors

COUNTY OF SMITH

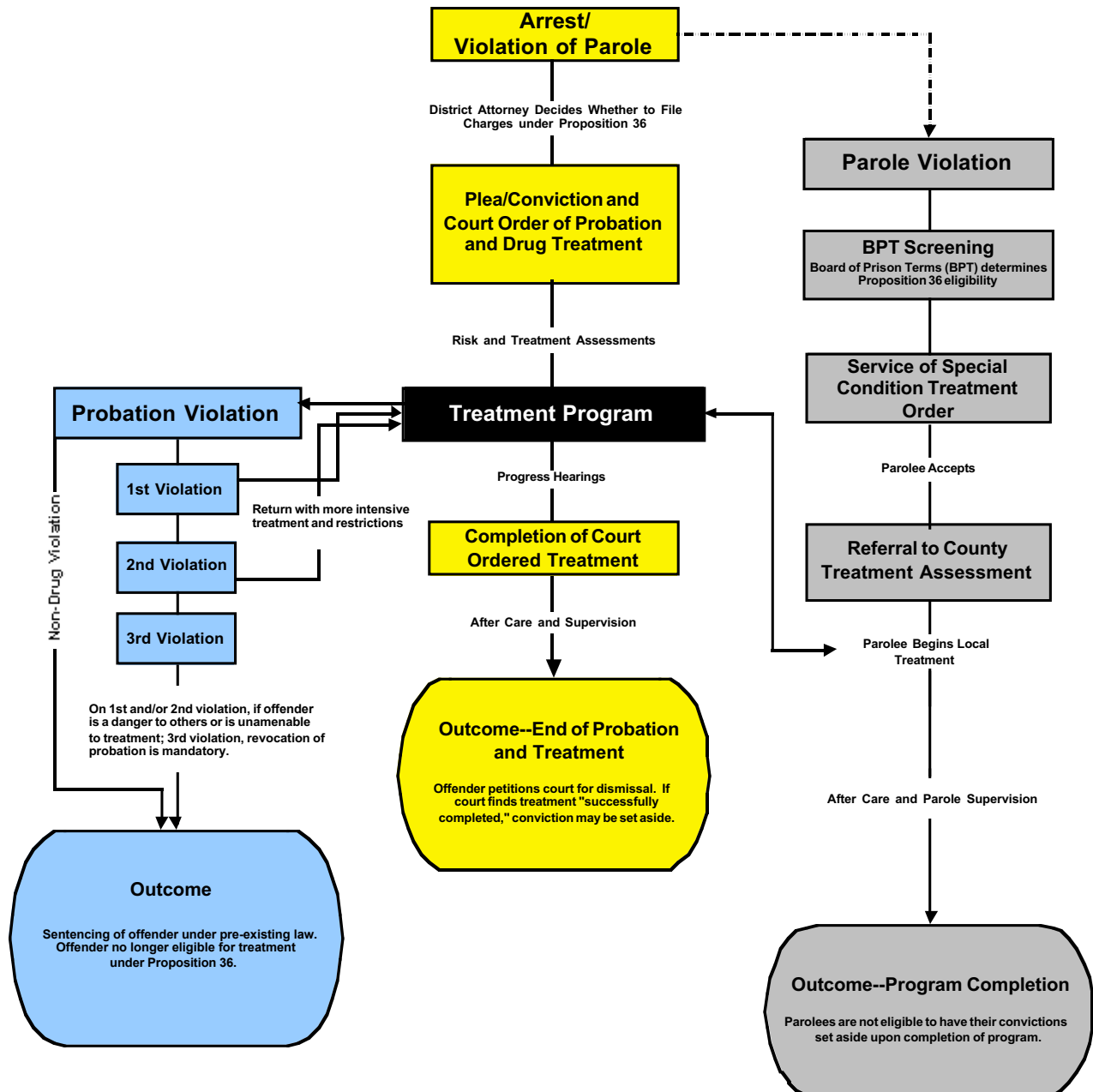
By _____

Chair, Board of Supervisors

Proposition 36

Substance Abuse and Crime Prevention Act of 2000

Flowchart of Proposition 36 Participation



Parole Note: Non-drug violations; parolees who do not accept Proposition 36 treatment or parolees who fail treatment would return to prison and/or other sanctions.